DOCUMENT RESUME

ED 136 770 IR 004 555

TITLE	South Carolina State Program for Library Development. 1976-1981. The Fourth Supplement to the 1972-1977 Program.
INSTITUTION	South Carolina State Library, Columbia.
PUB DATE	Sep 76
NOTE	51p.; For related document see ED 070 487
EDRS PRICE	MF-$0.83 HC-$3.50 Plus Postage.
DESCRIPTORS	Blind; County Libraries; Financial Support; Institution Libraries; Library Cooperation; *Library Planning; Library Programs; *Library Reference Services; *Library Services; Non English Speaking; Physically Handicapped; *Public Libraries; *State Libraries; State Programs; *Statewide Planning
IDENTIFIERS	Library Services and Construction Act; *South Carolina

ABSTRACT

Goals and objectives for library services, 1976-1981, are presented by the South Carolina Advisory Council on Libraries as a supplement to the original South Carolina State Program for Library Development, 1972-1977. Goals for the state library are in the areas of financial support, reference and interlibrary loan service, centralized programs, consultant services, services to state government, library planning, and current national and state concerns. Public library service goals are described for (1) personnel standards, administration, and training; (2) collection development; (3) extension services to those in rural areas, to the disadvantaged, aged, homebound, and those of limited English-speaking ability; (4) county services; (5) metropolitan library services; and (6) facilities. Standards, institutional support, consultant service, personnel, materials, service to professional staff, and special programs are discussed in relation to institutional library goals. Service to the blind and handicapped, interlibrary cooperation, area reference resource centers, public relations, a microfilm catalog shelflist, federal documents depository, ERIC, the interlibrary loan code, and intertype library cooperation are also covered. The basic state plan for library programs is appended. (KP)

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SOUTH CAROLINA STATE PROGRAM

FOR

LIBRARY DEVELOPMENT

1976-1981

THE FOURTH SUPPLEMENT TO THE 1972-1977 PROGRAM

(FY 77 Amendments)

I R00 4555

South Carolina State Library
1500 Senate Street
Post Office Box 11469
Columbia, South Carolina 29211

State of South Carolina

Office of the Governor

JAMES B. EDWARDS
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DIVISION OF ADMINISTRATION
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September 16, 1976

Miss Estellene P. Walker
State Librarian
South Carolina State Library
Post Office Box 11469
Columbia, South Carolina 29211

Re: Amendment to the Basic State Plan for Library Programs under the Library Services and Construction Act; and South Carolina State Program for Library Development, 1976-1981.

Dear Miss Walker:

The referenced documents have been reviewed by the State Clearinghouse in accordance with the procedures of this Office and the Office of Management and Budget Circular A-95. Based upon this review, the Governor endorses the submission of these documents to the United States Department of Health, Education, and Welfare.

The comments received during the review were as follows:

1. All statements referring to the need for additional personnel and state funds for administrative or program purposes for at least the 1977-1978 should be footnoted to indicate that preliminary economic projections and budget sealings show the availability of minimum additional state funds over current levels. Federal expectations regarding goal achievements for the agency should be guided by this fact.

2. Action regarding the passage of the proposed Document's Depository and Distribution Law by the legislature may have been hampered by a lack of understanding of the respective roles of the State Department of Archives and History, the Secretary of State, and Legislative Council under the newly passed S. 7 legislation which calls for a state register.

"Safety Belts — Save Lives and Reduce Injuries"

3. The current feasibility study of the proposed regional Federal Depository System and the University of South Carolina should include an investigation of the federal resources available to establish such a system since it would be beneficial to both levels of government.

The State Library has persevered in continuing effective programs, commendable inter-agency cooperation, and physical integrity in difficult economic circumstances. If this Office can be of any assistance, please contact me.

Sincerely,

Elmer C. Whitten, Jr.
State Clearinghouse

ECW/fdh

South Carolina State Library
October 5, 1976

NOTE

Re: Comments from the Governor's Clearing House concerning the State Program for Library Development, 1976-1981

1. The South Carolina State Program for Library Development, 1976-1981, was revised in full cognizance of the State's economic difficulties and anticipated budget ceilings. As is pointed out in the preface, program projections have been made conservatively, with options largely to be determined by LSCA funding. Congressional passage of FY 77 appropriations on September 30, 1976, makes possible the implementation of the program projected for 1976-77.

2. The proposed Document Depository and Distribution Law would have no effect on the State Department of Archives and History, the Secretary of State, or the Legislative Council other than to give them access to a more complete collection of state documents. This has been explained to all parties concerned.

3. Potential sources of funding for a Federal Documents Depository have been explored previously. There is no federal source of funds other than the Library Services and Construction Act.

TABLE OF CONTENTS

			Page
Preface			iii
Introduction			iv
Chapter I: Implementation and Revision of the Program			1
Goal		Subject	
I	The State Library Agency		1
	IA	Financial support of library service	2
	IB	Reference and interlibrary loan service	2
		IB1 The materials collection	3
		IB2 State documents	3
	IC	Centralized programs	4
	ID	Consultant services	5
	IE	Service to State Government	6
	IF	Library Planning	6
	IG	Current national and State concerns	7
II	Public Library Service		7
	IIA	Personnel	8
		IIA2 Standards and administration	8
		IIA3 Training	8
	IIB	Materials	9
		IIB1 Book Collections	9
		IIB2 Periodicals	10
		IIB3 Duplicating equipment	10
		IIB4 Non-print media collections	10
	IIC	Extension services	11
		IIC1 Rural library service	11
		IIC2 Service to the disadvantaged	11
		IIC2a Personnel	12
		IIC2b Materials	13
		IIC2c Interagency cooperation	13
		IIC3 Service to the aged and homebound	13
		IIC4 Service to persons of limited English-speaking ability	14
	IID	Larger units of service	16
		IID1 County development	17
	IIE	Metropolitan library service	18
		IIE1 Reference service	18
	IIF	Public library buildings	19
		IIF1 Planning and consultant service	19
		IIF2 Accessibility to the handicapped	19
		IIF3 Incentive grants	19

III Institutional Library Service 22
IIIA Standards 22
IIIB Institutional support 22
IIIC Consultant service 23
IIID Personnel 23
IIIE Materials 24
IIIE1 Book grants 24
IIIE2 Programs for small institutions 24
IIIF Service to professional staff 25
IIIG Special programs 26
IV Service to the Blind and Physically Handicapped 26
IVA Promotion and publicity 26
IVB The South Carolina Library for the Blind and Physically Handicapped 27
IVC Service at the local level 28
IVC1 Talking Book browsing collections 28
IVC2 Large-print book collections 28
IVC3 Participation in established programs 28
IVD Interagency cooperation 29
V Interlibrary Cooperation 30
VA Communications 30
VB Area Reference Resource Centers 30
VB1 Service to business, industry, and government 31
VC Library Interpretation 32
VC1 Newsletter 32
VD Microfilm Catalog and Shelflist 33
VE Federal documents depository 33
VF ERIC 34
VG State interlibrary loan code 34
VH Intertype library cooperation 34
VH2 State-public-academic libraries 35
VH3 Special and private libraries 36
Appendix A. The Basic State Plan for Library Programs

PREFACE

The revised State Program for Library Development, 1976-1981, is a supplement to the original South Carolina State Program for Library Development, 1972-1977. It should be used in conjunction with the basic document. Background information, statistical data, standards, and criteria remain valid and have not been duplicated.

During 1975-76, the State Library operated under severe State budget limitations, a freeze on the employment of personnel, and restrictions on new programs. Because the presidential veto of LSCA appropriations was not overridden until September, Federal funds were not available until December. FY 75 carry-over funds made possible continuation of essential projects, but planning was difficult and innovation impossible.

In anticipation of these problems, the Advisory Council had established priorities for the FY 76 program. Its recommendation was that the first priority should be the continuation of reference and interlibrary loan services for all libraries. Second priority was given to maintaining the State agency's capability for providing planning and consultative services for public and institutional libraries. Concerning grant programs, it was recommended that the Periodicals Project be continued and that remaining funds be applied toward the various programs of service to the disadvantaged and, if possible, to the Book Collection Improvement Project. All of these directives were carried out.

The current revision of the long-range program was made in June - July 1976. State budget restrictions continue for FY 77. The Library Services and Construction Act has been funded for TQ 76. Although funding for FY 77 is anticipated, allocations are unknown pending Congressional action. For these reasons, program projections have been made conservatively, leaving a number of options to be determined by LSCA funding.

The change in the Federal fiscal year will necessitate substantial changes in state and local practices and records. The transition will be made as smoothly as possible to avoid disruption of local programs.

INTRODUCTION

The South Carolina State Program for Library Development was prepared as a means of implementing the Library Services and Construction Act, as amended by Public Law 91-600, 1970, within the state.

> *It is the purpose of this Act to assist the States in the extension and improvement of public library services in areas of the States which are without such services or in which such services are inadequate, and with public library construction, and in the improvement of such other State library services as library services for physically handicapped, institutionalized, disadvantaged persons, in strengthening State library administrative agencies, and in promoting interlibrary cooperation among all types of libraries.*[1]

The State Program has been reviewed and revised in accordance with changing needs as demonstrated by an evaluation of current programs and services. The Program was developed by the South Carolina State Library in consultation with the LSCA Advisory Council and the OE Regional Program Officer for Region IV. The revised edition will be distributed by placing one copy of the completed plan in each county library headquarters with appropriate publicity in state and local newspapers and in library publications to inform the general public and librarians of its availability.

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[1]Library Services and Construction Act, P.L., 91-600, December 30, 1970.

CHAPTER I: IMPLEMENTATION AND REVISION OF THE PROGRAM

The State Program for Library Development, 1972-1977, projected goals and objectives to be implemented by a series of integrated programs and activities designed to move progressively nearer to realization of library goals each year. These goals and programs are here reviewed, with a resume of activities and accomplishments in 1975-76, and revised or extended as required by circumstances.

Goal:

I. To strengthen the State Library agency for the purpose of providing statewide library leadership and services.

Summary, 1975-76: The General Administration project was continued, incorporating planning, budgeting, accounting, records, administration of grant programs, and related activities. Because the position of Deputy Librarian and the position left vacant by promotion were both filled, more staff time was available for administration and supervision of LSCA activities. Nevertheless, the program was implemented under rigid restrictions created by a tight ceiling on state expenditures and a state freeze on employment effective throughout the year. Resulting difficulties and delays in filling vacancies created by normal attrition, caused administrative as well as service problems.

Implementation:

1976-1977: The General Administration project will be continued without major changes. Any necessary steps will be taken to coordinate the new Federal fiscal year and resulting requirements with state practices. State budget limitations and the continuing freeze on employment will prohibit any significant expansion of programs.

1977-1978: The Administration project and General Operations project will be continued with any necessary revisions. The State Library will request the addition of a specialist in children's services (see Goal ID) and another professional assistant and clerk-typist in technical services to support the acquisitions program (see Goal IB1).

1978-1979: The State Library will request the addition of a pre-professional reference assistant to support expanding service programs (see Goal IB) and a clerk-typist to keep pace with increased records and administrative correspondence. A coordinator of Adult Services to work with public and institutional libraries (see Goal ID) will be requested.

1979-1980: Additional staff will be requested to maintain the expanding services of the Library for the Blind and Physically Handicapped (see Goal IV).

1980-1981: The Administration project and General Operations project will be continued with any necessary revisions. The State Library will renew requests for any positions outlined above which have not previously been approved.

Goal:

IA. To develop equitable and sufficient financial support for library service from local, State, and Federal levels.

1. To develop state standards for financial support of libraries.

2. To provide State financial aid to equalize resources and services across the state and to reimburse strong libraries which serve as resource centers for areas beyond their service boundaries.

Summary, 1975-1976: The State Library included in its FY 77 budget proposal a request that State Aid be increased from 35¢ to 40¢ per capita. In view of the prevailing economy and the anticipated State budget deficit, this request was summarily rejected by the State Budget and Control Board. In five years State Aid has increased from 20¢ to 35¢ per capita for a net gain of $209,971, while local support has grown from $3,598,089 to $5,857,167 for a gain of $2,259,078. In May 1976 members of the SCLA Public Library Section voted to campaign for State Aid of $1.00 per capita in FY 78. This campaign will continue from July 1976 until the General Assembly adopts a budget during the 1977 session.

Adoption of a new State Aid formula, including an equalization plan, still awaits adoption of the constitutional amendment on local taxation and completion of the statewide reassessment program.

Goal:

IB. To provide a comprehensive collection of information and materials and in-depth reference services supplementing the resources of public and institutional libraries.

Summary, 1975-1976: Reference and interlibrary loan service continued with substantial growth in service in both areas. Interlibrary loans reflected greater variety and quality of requests, possibly demonstrating greater competency of library staff who participated in earlier workshops as well as the growing sophistication of patrons. During the year State Library staff held a Reference Conference attended by one hundred librarians representing public, technical, and academic libraries, designed to acquaint them with services of statewide import available from State Library - including ERIC, State documents, interlibrary loan location service, and Foundation Center resources. Staff members also participated in workshops of the Education Products Center, State Department of Education, intended to inform technical and academic librarians about ERIC and other services.

Implementation:

1976-1977: All on-going activities will continue. Instead of a statewide workshop, the staff plans to conduct a series of mini-workshops bringing together staff having similar training and resources. The Interlibrary Loan Librarian will personally visit those libraries which are utilizing reference-interlibrary loan services least for individual instruction.

1977-1981: In keeping with the mandate of the Advisory Council, Reference and Interlibrary Loan programs will continue to have first priority on planning and funding. By answering reference and interlibrary loan requests received from libraries throughout the state; selecting materials to be added to the general reference collection; advising local libraries on the maintenance of a useful reference collection; planning and providing workshops on reference service for library employees, these programs benefit all South Carolina libraries. Every effort will be made to maintain and improve the level of service. Annual budget requests will stress the importance of this program, until adequate State funding is obtained for this service. Projected plans call for addition of another pre-professional reference assistant after 1978-79.

Goal:

IB1. To expand existing book and periodical collections to meet increasing reference and interlibrary loan needs.

Summary, 1975-1976: The Strengthening the State Library Agency Project, the former Technical Services Project, continued. Through this project, the Technical Services staff directs the selection, acquisition, and processing of all materials and books used in the library program at the State level. They are responsible for the maintenance of the collection and the catalog at State level. The SOLINET system is utilized for cataloging and for locating materials for interlibrary loan.

Because the State appropriation for library materials was cut to one third the previous year's level, it was necessary to depend heavily upon LSCA funds. Acquisition of essential resources was maintained, but it was not possible to develop any new areas of the collection or to expand serial holdings.

Implementation:

1976-1981: The project for Strengthening the State Library Agency will be continued with the goal of substantially expanding and strengthening the library's collections in order to better serve the libraries of South Carolina. Efforts will be made to restore and increase State funding for this program, raising budget requests each year until dependence upon Federal funds is reduced.

Goal:

IB2. To maintain a complete collection of State documents plus a strong collection of local documents.

Summary, 1975-1976: The State Library continued to develop its collection of documents, accelerating the acquisition of current items and building backlogs of older documents obtained from local libraries, State agencies, and other sources. The State Library and the Legislative Council again worked for passage of a Document's Depository and Distribution Law designating the State Library as central depository for all State documents,

providing for the collection, listing, and distribution of State publications to designated depository libraries around the state, and designating the State Library as exchange agent to distribute and receive documents from other states. The plan was considered by Senate Committee, but due to misunderstandings legislation was not introduced. The need for this legislation is amply demonstrated by difficulties in getting certain State agencies to routinely deposit publications.

Implementation:

1976-1977: With the assistance of SCLA, the State Library will again work for passage and funding of the Documents Depository Law. If passed, it will be implemented by the State Library and designated depository libraries.

1977-1978: The State Library, working with the Area Reference Resource Centers, will develop plans for the identification, collection, and maintenance of local government documents.

1978-1981: The programs above will be continued and consolidated.

Goal:

IC. To centralize at State level programs and functions which cannot be handled economically or effectively by individual libraries.

1. To provide access to collections of audio-visual materials and of other new forms of communications media.

2. To establish a last copy depository for little used, or out-of-print materials, including fiction.

Summary, 1975-1976: In its first full year of operation, the Film Program was consolidated and refined. The State Library renegotiated its contract with the University of South Carolina's Instructional Services Center and paid that agency to acquire, house, maintain, and circulate a collection of adult films to public and institutional libraries. All of the libraries which have space and staff necessary to utilize the collection have signed agreements to participate in the program. The Field Services Librarian for Audio-Visual Services assisted local librarians in planning, publicizing, and implementing film programs. The film collection was substantially enlarged. It now includes more than four hundred films in such subject areas as fine arts, crafts, travel, history, music, and other areas of interest to adults. A major workshop was held in September, 1976, to instruct library staff members in the utilization of films.

Implementation:

1976-1977: The State Library will continue to build a film collection of sufficient size and diversity to supplement the resources of South Carolina libraries. The Field Services Librarian for A-V Services will work individually with library staffs to promote use of the collection and hold mini-workshops and preview sessions on a regional basis.

1977-1978: The Film Program will be continued and expanded. The State Library will seek legal authorization and funding for a last copy book depository. Policies and guidelines for the service will be developed in cooperation with a committee of the South Carolina Library Association and/or representatives of types of libraries.

1978-1979: When authorization and funding for the last-copy depository are obtained, housing and staff will be arranged and service initiated.

1979-1981: Provided the last-copy depository has been funded and begun successful operations, the State Library will explore other possible centralized services with public and institutional libraries.

Goal:

ID. To provide consultant services for public, institutional, and other libraries of South Carolina.

Summary, 1975-1976: The State Library continued the on-going Field Services Project which is responsible for the administration of State Aid to county and regional libraries and provided the means of supervision and direction through which LSCA Title I projects were put into effect. The Field Staff provided direct assistance in establishing and improving public library service. Activities took the form of supervision of new systems, orientation and supervision of inexperienced or untrained librarians, consultation and advisory assistance to professional librarians or library boards in overcoming local problems, assistance in planning and carrying out progressive measures for the improvement of library service in the area served, and planning and general supervision of specific LSCA projects such as Library Service to the Disadvantaged.

Implementation:

1976-1978: The Field Services Project will be continued on essentially the same basis. The staff members will have responsibilities similar to those outlined above and will also assume additional responsibilities for supervision of new programs as they develop. As the level of library service in the state improves and public libraries become more sophisticated, field service assignments will tend to become more specialized. Eventually, staff members may be assigned to specific areas of development.

1978-1979: Provided the authorization sought in 1977-1978 under General Operations (Goal I) is obtained, a Coordinator of Children's Services will be added to the Field Staff. This individual would guide and assist local librarians in planning and developing special programs for children and will be responsible for statewide planning for children's services, guidance and training for local personnel, and coordination of public library services for children with programs of public school libraries (see Goal VII).

1979-1981: Provided the authorization sought in 1978-1979 under General Operations is obtained (Goal I), a Coordinator of Adult Services will be added to the Field Staff. This individual would guide and assist local libraries in planning and developing special programs for adults, including the aged.

Goal:

IE. To provide special information and research services to State Government and State Government agencies.

Summary, 1974-1975: The on-going Reader Services Project was continued, providing reference and research services to legislators, officials, and State agencies. A member of the reference staff was assigned as liaison to the General Assembly during the legislative session. Staff members attended orientation sessions for new legislators and worked closely with legislative research assistants. Orientation visits to the library were also provided for personnel in divisions of several State agencies. Special bibliographies were compiled for the use of State employees and agencies. Promotion aimed at increasing awareness of services available was continued by means of direct contacts with agencies, monthly publication of New Resources for State Government and State Agencies, and occasional publicity in other State publications.

Implementation:

1976-1977: The Reader Services Project will be continued to the fullest extent possible. A member of the regular reference staff will continue to serve legislators, committees, and legislative aides within the limits of existing resources.

The staff will maintain contact with State agencies, exchange information on resources available, and assist agency personnel in coordinating specialized working collections within agencies with total State resources.

1977-1979 or thereafter: When additional reference personnel is approved (under General Operations, Goal I) and necessary funds for photocopying and postage are obtained, the State Library's Reader Services Staff will initiate a Current Awareness Project -- scanning new publications to identify significant articles or data and routing citations or copies to key State personnel.

Goal:

IF. To coordinate library planning for total library service.

Summary, 1975-1976: The Deputy Librarian was assigned responsibility for the Federal Program and continued work on the State Program for Library Development -- reviewing data, testing criteria, evaluating projects, and revising goals and standards. Special attention was given to the development of the new Film Program, service to the blind and physically handicapped, and service to State institutions.

Implementation:

1976-1981ff: While continuing statewide planning activities, the State Library will develop programs to assist local libraries in long-range planning, including (but not limited to): workshops, seminars, consultants, information programs. Following passage of new LSCA legislation and promulgation of new regulations, the long-range program and annual programs will be revised to conform to new requirements and needs.

Goal:

IG. To encourage and assist individual libraries to respond to current and changing national and State concerns.

Summary, 1975-1976: The American Revolution Bicentennial continued to be the focus of interest. The American Patriot Reading Club, a two year program for young South Carolinians, was concluded amid appropriate kudos including a John Cotton Dana Award and recognition by the S. C. Bicentennial Commission. The State Library coordinated the American Issues Forum, holding a workshop for librarians to launch the program, distributing reading lists and other materials to all participating libraries, and providing statewide publicity. Although not nearly so popular with librarians or patrons as the American Patriot Reading Club, the program made it possible for many adult readers to become involved as well as maintaining the interest of youngsters enlisted in APRC.

During the economic recession the State Library provided special news releases promoting the library as a source of information and assistance. Local libraries developed appropriate programs and services in response to needs generated by the recession.

Implementation:

1976-1977: The American Revolution Bicentennial will continue to be a major emphasis, and the State Library will promote and publicize state and national events.

Because of rising concern over the environment among South Carolinians, ecology will be an important area of activity. The State Library and the S. C. Wildlife Federation are cooperating in a project, to be funded by a grant from the S. C. Committee for the Humanities, designed to present without bias to the people of South Carolina a picture of the effects of the Russell Dam on the ecology of the Savannah River Valley. SCSL will also collect and make available information on other ecological controversies, such as the preservation of the Congaree Swamp, an untouched natural resource.

Goal:

II. To expand and improve public library service throughout the state, providing access for every resident, so as to further the educational, economic, and cultural enrichment of all citizens.

Summary, 1975-1976: The Library Development Project initiated in 1974-75 was continued. Prior to the release of FY 76 funds, carry-over FY 75 funds were allocated to continue salaries in on-going projects. Later grants of 10¢ per capita, for a total of $228,953, were made to thirty library systems. The majority of libraries continued programs begun the preceding year, a few changed programs substantially, five systems qualified for the first time. The LD Project was well received by librarians because each system determined how the funds would be used, submitting proposals based upon local needs and objectives. It made possible innovative or expanded activities and encouraged staff members to undertake programs which might not have been done without the stimulus of this project. The most effective local projects appear to be those which added personnel and resources for designated services - children's, adult, or outreach. However, other libraries profitted by purchasing books, equipment, and audio-visual materials or by employing consultants to study problem areas and plan new methods. At the end of the year the allocation of TQ 76 funds provided additional 5¢ per capita grants, totaling $117,773, most of which will be carried forward into FY 77.

Implementation:

1976-1977: Grants of 10¢ per capita (FY 77) plus carry-over TQ 76 funds will make possible the continuation of the Library Development Project. Three additional libraries are expected to qualify for participation.

1977-1978ff: Many of the Library Development Projects will be continued as part of the expanded Outreach Project in future years. When opportunities present and funds are available, the State Library will continue to initiate similar projects to meet current conditions.

IIA2. To continuously review, revise, and upgrade personnel standards, position classification plans, and salary schedules.

Summary, 1975-1976: New salary standards were adopted by the SCLA Public Library Section in 1975. These have not yet been implemented by most public libraries. Field Service Librarians advised and assisted librarians in planning for their implementation.

1976-1977ff: The Field Staff will continue to assist local librarians in reviewing budgets and revising position classification plans in order to achieve the standards as rapidly as possible. The current certification program will be continued. Greater emphasis will be placed upon certification and utilization of pre-professional staff.

Goal:

IIA3. To provide training opportunities but not limited to:

a. Refresher courses and travel study grants for professional librarians.

b. In-service training for non-professional personnel.
c. Workshops and/or travel grants as well as orientation programs for public library trustees.

Summary, 1975-1976: The Workshop and In-Service Training Project continued. From July 1975 through September 1976, twelve scholarships were granted to non-professional staff members of county and regional libraries to attend courses in library science. But because of the decrease in the number of undergraduate courses available and because of special needs, more emphasis was given to workshops given or sponsored by the State Library. The Reference Staff presented a Reference Conference to acquaint public, technical, and academic librarians with services available from the State Library. The Field Service Librarian for Audio-Visual Programs coordinated a statewide workshop on the utilization of 16mm films led by John Bridges of Asheville, North Carolina. One grant was made for a library director to attend the Executive Development institute at Miami of Ohio.

State Library staff members were also given training opportunities. A member of the Field Service Staff attended an institute on continuing education at Louisiana State University. Technical Services personnel attended a workshop on SOLINET. The Director of Reader Services attended the Executive Development institute at Miami University of Ohio. The Director of Library Service to the Handicapped and his assistant attended the National Conference of Librarians for the Blind and Physically Handicapped. Other staff members attended workshops or meetings on census publications, adult education, staff management, puppetry, films, and personnel regulations.

Implementation:

1976-1977ff: The Workshop and In-Service Training Project will be continued to provide scholarships and training opportunities for professional and non-professional librarians and for library trustees. Because of the difficulty in finding sufficient summer courses, the program will be expanded to include tuition grants for regular session courses. In addition to formal courses offered by academic institutions, the State Library will also plan special workshops given by staff members or consultants to support current programs and activities. Among the workshop topics under consideration for 1976-77 are library legislation, Friends of the Library, and personnel utilization.

Goal:

IIB. To provide collections of print and non-print media with supportive equipment adequate to meet the informational needs of the library public.

1. To strengthen basic book collections.

Summary, 1975-1976: Upon the release of FY 75 LSCA funds, grants of 10¢ per capita were allocated to all eligible county and regional libraries. Actual expenditure of funds extended into FY 76.

Implementation:

1976-1977ff: Local funds and State Aid will continue to provide basic library materials of all types. As increases in State Aid are obtained, additional funds will be channeled into materials and personnel budgets.

Each year that LSCA appropriations permit, local and State funds will be supplemented by means of the Book Collection Improvement Project. Under this project each library which qualifies for State and Federal aid receives a grant with which to purchase or rebind standard titles for adults, young people, and children. Grants are contingent upon maintenance of local effort and selections are made from standard book selection tools. The emphasis of the project may change from year to year to meet changing needs.

Goal:

IIB2. To strengthen print and microfilm periodical collections.

Summary, 1975-1976: The BCIP: Periodicals Project was continued for this year giving qualifying libraries grants to add periodical subscriptions of reference value to their collections. Thirty library systems participated in the project which enables them to diversify the subject coverage of periodical collections and to build up back holdings to the level recommended by State standards. By this means reference service as well as informational resources are substantially improved.

Implementation:

1976-1977ff: The on-going BCIP: Periodicals Project will be continued. By this means libraries which qualify for State and Federal aid are given grants to add periodical subscriptions of reference value to their collections. State Aid and grant funds when available will be used to permit building of stronger microfilm collections.

Goal:

IIB3. To provide duplicating equipment for supplying copies of material that cannot be loaned.

Implementation:

1976-1977 or thereafter: Subject to the availability of funds, an Equipment Project will be developed to assist libraries in acquiring, replacing or supplementing photocopying machines or other duplicating equipment needed for library service.

Goal:

IIB4. To assist libraries in building essential non-print media collections.

Summary, 1975-1976: Libraries participating in the Book Collection Improvement Project were able to use 10% of the grant to purchase audio-visual materials. Many libraries also used Library Development funds in this area, some in support of juvenile programs, others in support of adult programs. By this means, most public libraries are beginning to build collections of filmstrips, cassettes, recordings, large prints, and slides. The State Library strengthened its own filmstrip collection which is available to public and institutional libraries on interlibrary loan.

1976-1977ff: As book collections reach acceptable levels, both numerically and in quality, libraries will be encouraged to use State Aid funds and when available grant funds to further develop non-print collections.

Goal:

IIC. To extend library service to groups and individuals unable to utilize conventional means of service for reasons of economic, educational, social, cultural, or geographical handicaps.

1. To provide adequate access to library service in rural and other isolated areas by strengthening and expanding library extension programs.

Summary, 1975-1976: Continued emphasis was placed upon strengthening and extending service in Chesterfield, Clarendon, McCormick, and Williamsburg Counties where bookmobile service has been initiated by means of contracts with neighboring libraries. The major development was in Chesterfield County which has received bookmobile service through contract with Darlington County to this time. Local revenue sharing funds made possible the purchase of a small bookmobile scheduled to begin operation in late summer. A number of systems, including the Beaufort, Chester, and Hampton County Libraries, opened new branch library buildings which will give better service to patrons outside the urban areas.

Implementation:

1976-1981: The Field Services Project will be the instrument for coordinating State and local efforts to extend library service to groups and individuals not now being reached. The Field Staff will work with local librarians in reviewing extension methods; evaluating the effectiveness of branches, bookmobiles, and stations; and, where necessary, devising new outreach activities. Programs and activities will be coordinated with the project described below.

Goal:

IIC2. To plan, develop, maintain or expand programs of service for the disadvantaged with emphasis upon innovative outreach activities.

Summary, 1975-1976: Eighteen Rural and Urban Disadvantaged Projects continued in effect during 1975-76 under the supervision of the Field Staff. Chester County, which received a grant in 1974-75, decided to use local funds to continue service. Grants were offered to twelve other counties for new projects. Six libraries were able to initiate programs during the year making a total of twenty-four grant programs. Williamsburg and Clarendon Counties continued programs with State funds.

Under the Library Development Project mentioned above, a number of libraries expanded outreach activities for 1975-76. With experience and increasing confidence, library staff members have become more skilled in outreach work, especially with the disadvantaged population. The Disadvantaged Projects have had effects far beyond the locales and population groups originally designated as targets. They have been the instruments for changing staff and public attitudes concerning library goals and services, in bringing new groups of users into the library to participate in traditional activities, and in revealing additional areas of service to be explored.

Implementation:

1976-1977ff: The on-going Disadvantaged Projects and the Library Development Project will be continued with necessary revisions. The efforts of the State Library will be directed toward melding service to the disadvantaged into the total library program - maintaining emphasis upon meeting the special needs of the disadvantaged but making the service a regular permanent function rather than a "special" project. Efforts will continue to develop programs in counties not yet providing services. Fairfield and Dorchester Counties will explore means of establishing special programs for the disadvantaged.

Goal:

IIC2a. To provide competent personnel having the special training and personal qualifications needed for outreach work by recruitment, salary supplements, and training programs.

Summary, 1976-1977: Having successfully demonstrated the importance of qualified personnel for this program, it is no longer considered necessary to maintain a special salary project. Hereafter, where applications demonstrate a need for assistance with personnel, increased salary funds will be incorporated into the regular grants-in-aid under the Disadvantaged Project.

Plans for an outreach workshop in FY 76 were postponed for a year due to the pressure of other activities.

1976-1977: An outreach workshop will be held to train staff members of public libraries in new methods of serving individuals and groups having special needs - not only the economically disadvantaged, but also the aged, the handicapped, the institutionalized, and persons of limited English-speaking ability.

Goal:

IIC2b. To develop collections of material suitable in format, subject, interest, and reading level for use with the disadvantaged.

Summary, 1974-1975: Grants to local libraries for purchase of special materials were made under the Urban Disadvantaged and Rural Disadvantaged Projects described above and under the Library Development Project. In addition, the State Library made available to libraries the collection originally established under the Materials for the Disadvantaged Project. This collection, including filmstrips, recordings, cassettes, slides, etcetera, needed in the program for the disadvantaged conducted by county and regional libraries, is available on a scheduled loan basis. The intent is to prevent expensive duplication of audio-visual materials. The revised catalog for the collection was distributed to all public library headquarters and branches as well as institutional libraries. Use of the collection increased greatly during the year.

Implementation:

1976-1977: Funds for materials will again be included in the grants made for the Disadvantaged Projects. The State Library will continue to build the collection of filmstrips and cassettes available to public and institutional libraries on interlibrary loan.

1977-1978ff: Libraries will be encouraged to meet the needs of the disadvantaged through the regular materials budget financed by local and State funds.

Goal:

IIC2c. To promote mutual cooperation between libraries and other State and local agencies serving the disadvantaged.

Summary, 1975-1976: Activities in this area were shared among the librarian and Field Staff. The State Librarian represented the library on the OEO Interagency Council, the group responsible for coordinating the work of state agencies among the disadvantaged. Members of the Field Staff represented the State Library on local coordinating bodies such as the Advisory Council for Project WOW in Greenville County, and the Easter Seal Society.

Goal:

IIC3. To explore and test new methods of reaching the aged and homebound.

Summary, 1975-1976: Sufficient funds have not yet been available to undertake significant programs although some aged and homebound benefit from outreach and disadvantaged projects.

1976-1977ff: When funding is possible, a pilot project will be developed in cooperation with a local library. The project will attempt to establish means of identifying target populations, to identify special materials and equipment needed, to test delivery systems, to explore ways of using volunteer workers, and to frame guidelines for future service. Working with representatives of the Interagency Council on the Aging, the Easter Seal Society, the Department of Welfare, and other interested agencies and organizations, the State Library will also undertake to study the special library needs of the senior adult and to develop a plan for service. The aim will be to develop service for the aged and homebound within the concept of "service for all people using appropriate techniques to serve groups with special needs or characteristics," as set forth in the new Goals and Guidelines for Community Library Services.

Goal:

IIC4. To plan, test, and develop means of extending public library service to persons of limited English-speaking ability who by reasons thereof have difficulty utilizing established library services.

Summary, 1975-1976: Grants-in-aid for pilot projects were made to the three metropolitan libraries having identifiable groups of persons of foreign stock and to two other county libraries serving areas where substantial numbers of migrant laborers are employed during the harvest season. The purpose was to further explore needs for service and to experiment with methods of extending service. Grant funds could be used for planning purposes and for the purchase of reading materials, audio-visual materials, or supplies needed in carrying out the projects. Special emphasis was given to current foreign language periodicals and newspapers, literacy materials, and English as a second-language materials. Because of difficulties in establishing contacts with target groups and difficulties in selecting and getting delivery on materials, programs were slow to develop. The Richland County Public Library had the greatest success in reaching potential users, specifically Vietnamese refugees.

Implementation:

1976-1977: Materials grants will be continued for four libraries on the same basis as in 1975-76. The Richland County Public Library will be given a larger grant in order to provide a part-time staff person, materials, supplies, and other necessary costs. Efforts will be directed toward developing successful techniques for identifying and establishing contact with other groups of limited English-speaking ability.

1977-1978: While the pilot projects continue, the results of the first two years will be evaluated and successful methods identified. Further exploration and study will be undertaken to find ways of applying these methods in counties having few and scattered persons of limited English-speaking ability.

1978-1979ff: If need is demonstrated, grants-in-aid will be made to county or regional libraries in the third priority, i.e., those having few and scattered individuals of a foreign stock. Projects and programs will be developed individually to fit local circumstances, using the guidelines and experience derived from the pilot projects.

Criteria for service to persons of limited English-speaking ability:

(1) Criteria: Library services to meet the specialized needs of persons of limited English-speaking ability shall be developed in any county or region where there are identifiable groups of

(a) Individuals who were not born in the United States or whose native language is a language other than English, or

(b) Individuals who come from environments where a language other than English is dominant and who, by reason thereof, have difficulty reading and understanding the English language.

(2) Priorities: A needs assessment conducted in early 1975 revealed no high concentrations of non-English speaking persons in South Carolina but indicated various small groups with different levels of need for library services. At the present time, these groups are located in the metropolitan areas with only scattered individuals found in rural areas except for those counties utilizing migrant workers. Therefore, initial priorities shall be:

(a) Metropolitan libraries serving identifiable groups of individuals of a foreign stock, including Charleston, Greenville, and Richland Counties.

(b) Libraries in counties having significant numbers of migrant laborers of limited English-speaking ability, including Beaufort, Charleston, and Spartanburg Counties, and

(c) Other counties having scattered individuals of limited English-speaking ability.

The State Library will review annually the need for library service for persons of limited English-speaking ability and revise the priorities and programs whenever new groups needing service are identified.

Sources Used to Determine Location of Persons of Limited English-Speaking Ability:

(1) U. S. Department of Commerce, Bureau of the Census, 1970 Census of Population.

(a) General Social and Economic Characteristics, PC (1)-C42

(i) Table 49. Ethnic Characteristics by Race, for Urban and Rural Residence: 1970.

(ii) Table 119. Social Characteristics for Counties: 1970.

(b) Detailed Characteristics, PC (1)-D42

(i) Mother Tongue of the Population by Nativity, Parentage, and Race: 1970.

(c) Number of Chinese by Counties of the United States, 1970. U.S. Maps, GE-50, No. 50 (C56.242:50)

(d) Number of Japanese by Counties of the United States, 1970. U.S. Maps, GE-50, No. 51 (C56.242:51)

(e) Number of Persons of Spanish Origin by Counties of the United States, 1970. U. S. Maps, GE-50, No. 52 (C56.242:52)

(2) S. C. State Employment Service. Rural Manpower Service. Interstate Migratory Workers Employed in South Carolina - 1974.

(3) S. C. Department of Education. State Migrant Supervisor. Report. 1975.

(4) U. S. Department of Health, Education, and Welfare. Office for Civil Rights. Directory of Public Elementary and Secondary Schools in Selected Districts. Enrollment and Staff by Racial/Ethnic Group. Fall 1972. (OCR 74-5)

For further information see: "Library Service for South Carolinians of Limited English-Speaking Ability; An Assessment of Need and Feasibility," Chapter II of the South Carolina State Program for Library Development, 1975-1980 (FY 76 Amendments).

Goal:

IID. To establish larger units of service (i.e. regions) with adequate population and financial bases to provide quality library service.

Summary, 1975-1976: Clarendon, McCormick, and Williamsburg Counties remain the areas most in need of the advantages of regional service. In each instance, State Library representatives met with library boards and conferred with legislators and/or local officials to review library needs. The inequities between funding and service levels in these counties and in counties representing potential partners still constitute barriers to successful regional programs. However, plans have been developed for a County Up-Grade Demonstration Project in Clarendon County as a means of raising services and support to a level that may enable Clarendon eventually to participate in a regional program.

Implementation:

1976-1977: As soon as the November elections determine who local officials will be, the Clarendon proposal will be presented to the county delegation and county commission. If the response is favorable the assistance of the Field Staff and grant funds will be made available to aid Clarendon in establishing a county library headquarters in Manning. Bookmobile service will continue to be provided by contract from Sumter County for some time.

1977-1978ff: The State Library will continue to work toward regional development in selected areas by means of a program of information, promotion, and planning in cooperation with county officials, librarians, trustees and citizens. When a regional library is feasible, the State Library will assist in the planning process -- developing proposals for organization, administration and funding; and preparing contracts for establishment of the region and for a regional library demonstration program.

Assuming the availability of State and/or Federal funds, a five-year Regional Library Demonstration Program will be initiated in the area selected. As in previous regional demonstration programs, the project will be governed by terms of a contract among county libraries establishing the regional system and a contract between the regional library board and the State Library. The purpose is to organize a library system with a population and tax basis large enough to insure support for library service approaching national standards and to demonstrate the mutual benefits achieved by the pooling of resources and effort. The State Library will provide advice and assistance in establishing the new system and make grants-in-aid on a descending scale to aid in initial cost. Local support will increase gradually until the member counties assume full financial responsibility at the end of five years.

Goal:

IID1. To assist new or weak county library systems to develop minimum levels of service and financial support prerequisite for regional organization.

Summary, 1975-1976: No library qualified for a County Up-Grade grant although efforts in Clarendon County appear to promise progress in 1976-7 (see above). Staff members worked closely with the library board and officials of Dorchester County in efforts to reorganize the county system and overcoming problems resulting from the geographical division of the county. Necessary funding was obtained and new facilities will be provided making possible great improvements in services. Chesterfield and Orangeburg Counties also raised local support to qualify for grant funds, and Chesterfield employed a professional librarian for the first time.

Implementation:

1976-1977: The offer to Clarendon County of a County Up-Grade grant will be renewed. Assistance will be given Dorchester County in expanding services and constructing headquarters and branch buildings. The Field Staff will survey other small county libraries to determine which one is next in priority for assistance. Each County Up-Grade Project is specifically planned to fill the needs of individual libraries; terms and conditions are specified in a contract between the State Library and the local library. Grants-in-aid are offered for one or two years on the basis of applications demonstrating need and willingness to accept assistance in a complete review and possible revision of organization, administration, services, and procedures. Priority will be given to libraries which do not have a professional director, have demonstrated local effort to improve services, and have not previously participated in any demonstration project. Project grants may be used for such purposes as employing a professional or a pre-professional librarian, developing rural library service, or building adequate collections.

Goal:

IIE. To strengthen metropolitan libraries which serve as regional resource centers.

1. To build strong reference collections and improve reference services.

Summary, 1975-1976: It was possible to again provide grants under the Metropolitan Libraries: Area Resource Centers Project to improve reference resources. Six libraries participated in the Project, the three Area Reference Resource Centers receiving $20,000 each and the Metropolitan Libraries receiving $10,000 each to improve reference resources in order to serve as resource libraries for surrounding areas. Each recipient library hosted a meeting of public, academic, and special librarians in its area to discuss means of interlibrary cooperation and to exchange information on resources available.

Implementation:

1975-1976ff: Metropolitan libraries will participate in all grant programs described above for which they qualify. It is anticipated

that LSCA funds will be available for grants to be made under the Metropolitan Libraries: Area Resource Centers Project to strengthen reference resources. The purpose is to improve reference service to the people of the entire state.

Goal:

IIF. To encourage provision of public library facilities adequate in space, design, and access to meet the needs of the community.

1. To provide planning and consultant service for construction and renovation programs.

2. To assure accessibility to the public generally and the physically handicapped specifically by enforcing standards of location and design.

Summary, 1975-1976: In addition to those buildings constructed with LSCA grants, the State Library provided consultation and professional aid in the planning of the Hilton Head and Great Falls branch buildings and the Saluda and Hampton County buildings, all of which were dedicated during 1975-76.

Implementation:

1976-1977ff: Under the LSCA Title II: Administration Project the State Library will provide general information and consultant assistance to libraries planning construction programs and monitor actual projects to determine that they comply with all State and Federal laws and regulations which apply.

The State Library will employ professional architectural and engineering consultants to review building plans and recommend changes and improvements and in the event that Title II is funded again, will employ a Construction Officer to supervise federally aided library construction projects.

Goal:

IIF3. To provide incentive grants for construction or renovation on a matching basis.

Summary, 1975-1976: The last projects funded under LSCA Title II were in progress. The enlargement of the Abbeville-Greenwood Headquarters Building was expected to be completed by the end of the fiscal year, construction was underway at the Fairfield County Library and ready to begin at the Florence County Library. The enlarged Marion County Library was dedicated in April.

Implementation:

1976-1977ff: Contingent upon the funding of LSCA Title II, the Public Library Construction Project will be continued, whereby

each year grants are offered to qualifying county and regional libraries to aid in the construction of public library buildings. Grants will be approved on the basis of the following criteria, priorities, and procedures:

(1) Criteria: To participate in funds under Title II, the public library must be legally established and meet requirements for State Aid and for participation in grants-in-aid from Federal funds administered by the library.

Construction projects will be approved only for those libraries which are without library facilities necessary to develop library services. This fact will be substantiated by an on-the-spot survey of existing facilities and a review of the service provided by the system made by a staff member of the State Library. Existing facilities will be measured against recommended standards for public library housing as exemplified in Wheeler - The Small Library Building and in the Interim Standards for Small Public Libraries and in Wheeler and Goldhor - Practical Administration of Public Libraries.

Any library construction project approved for an LSCA grant must follow the procedures and meet the requirements of the following legislation and any other subsequently enacted legislation affecting LSCA construction projects:

1. Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulation of the Department of Health, Education, and Welfare (45 CFR Part 80) issued pursuant to that title

2. National Environmental Policy Act of 1969 (NEPA) (P.L. 91-190)

3. National Historic Preservation Act of 1966 (P.L. 89-665)

4. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646)

Any library construction project approved for an LSCA grant must follow the procedures and meet the requirements of the following:

1. A formal intent to apply for Federal funds must be filed with the regional and State clearinghouses.

2. The application must be reviewed by the appropriate regional and State clearinghouses.

3. Building must be designed to meet the requirements of accessibility to and usability by the physically handicapped.

4. The applicant must agree to maintain an official inventory list of equipment and furnishings. A copy of this list must be filed with the State Library to be maintained as a part of the permanent inventory record.

5. Display of signs. The sites of all construction projects shall display a sign stating that Federal funds under the Library Services and Construction Act are being used for such construction. When specifications call for a plaque in the completed building indicating the date of completion and source of funds, funds under the Act shall be noted.

The State Library will not expend Federal funds (and State and local funds required for matching such Federal funds) for acquisition of existing buildings to be used as a public library or for construction sites which will entail the resettlement of any individual or business.

A second grant for building construction will not be made to a county library system unless no approvable projects are submitted by county libraries which have not received a previous grant.

(2) Priorities: The criteria to be applied in establishing a priority among applicants are as follows:

(1) The headquarters building of those counties in which the county libraries have been designated to be developed into area resource centers.

(2) County library headquarters buildings in regional systems serving 100,000 and over, and which provide housing for the regional headquarters office.

(3) County library headquarters buildings in counties serving populations of from 20,000 to 100,000 or over.

(4) Temporary buildings to house branch library service in expanding suburban areas, used as part of an experiment to determine the optimum location of branch libraries in metropolitan areas.

(5) Branch library buildings serving a population area of 5,000 or more in county or regional library systems. The plan of construction and the location of the branch must be based upon a carefully developed plan for the location and development of branches to serve the entire area of the system.

(3) Amount of grants:

The allocation of funds for the construction projects will be as follows:

Branch libraries (permanent or temporary) serving populations of 5,000 or more in systems meeting requirements for State and Federal grants, $25,000 or 62.73* per cent of the cost of the total project, whichever amount is the smaller.

The headquarters of county and regional library systems meeting all requirements for State and Federal grants and serving 20,000 to 30,000, $50,000 or 62.73* per cent of the total cost of the construction project, whichever is the smaller.

The headquarters of county and regional systems serving 30,000 to 75,000 and meeting State and Federal requirements for grants, $75,000 or 62.73* per cent of the total cost of the project, whichever is the smaller.

The headquarters of county and regional systems serving 75,000 or more and meeting State and Federal requirements for grants, $100,000 or 62.73* per cent of the total cost of the project, whichever amount is smaller.

ALL GRANTS CONDITIONAL UPON AVAILABILITY OF FUNDS

(4) Appeal of decisions:

Any library having its application for a construction grant denied may have its request reviewed by a referee appointed by the State Library. This referee will review the application carefully and make recommendations to the State Library.

Goal:

III. To promote the establishment and development of institutional library service capable of supporting treatment, education, and rehabilitation programs in State health and correctional institutions.

A. To establish and administer effective State standards governing personnel, materials, equipment, space, and physical facilities for institutional library service.

B. To stimulate recognition of library service as an integral part of education and rehabilitation by State institution administrators and personnel and institutional financial support for library service.

Summary, 1975-1976: Kirkland Correctional Institution's library was opened March 10, 1976, the John de la Howe School was added to the roster of institutional libraries participating in the State Program for institutional libraries. The S. C. Schools for the Deaf and Blind have hired a director in anticipation of the establishment of the new Media Center which will open in the fall. Midlands Center has hired a full-time assistant to the librarian whose special task is story hour and film programs in both the library and the cottages.

*This figure represents the current ratio of Federal to State/Local funds (1974;/75 - Federal share 62.73% with matching requirements 37.27%). Figure will be adjusted as new ratios are promulgated.

The Consultant for Institutional Services made 130 field visits to institutional libraries and has in each case met and talked with at least the librarian's immediate supervisor.

1976-1981: The State Library will continue to provide supervision and assistance in developing institutional library services. Staff members will provide orientation and supervision of inexperienced or untrained librarians, consultation and advisory assistance to librarians and administrators, and general information and promotion to stimulate progressive measures for the improvement of library services to institutional staff and residents. Institutional librarians share in training opportunities under the Workshop Project.

Goal:

IIIC. To provide technical professional advice and assistance on a continuing, consistent basis.

Summary, 1975-1976: The Consultant for Institutional Libraries worked with each librarian, analyzing needs and services, making recommendations for improvement, and planning for library development. Activities range from recruiting of new personnel, to orientation of new librarians, to assistance in planning new library quarters.

Implementation:

1976-1981: The State Library, through the Consultant, will continue to offer consultation and advisory services to State institutions. Agencies which presently employ pre-professional librarians, such as the Department of Youth Services, will be encouraged to employ a professional library supervisor to plan and coordinate services of libraries within the Department. The several agencies which are expanding either services or physical plant will be encouraged to extend library services in an appropriate manner. Where facilities are being coordinated as a result of reorganization, the library programs will be reviewed and revised as needed.

Goal:

IIID. To recruit and train qualified library personnel.

1. To provide continuous in-service training opportunities with emphasis upon the special skills and techniques for work with patients and residents of institutions.

Summary, 1975-1976: The State Library functions as an informal placement agency for institutional libraries, soliciting applications, screening applicants, and advising concerning the selection of personnel. By these means, a number of positions were filled with well qualified individuals during the year. Individual instruction concerning project requirements and procedures were given each librarian as needed. Programs of book-talking in juvenile correctional institutions and story hours for adults have been developed under the Consultant's guidance.

Implementation:

1976-1981: Each year the Consultant will plan and direct training sessions dealing with such areas as book selection, technical processing, reference techniques, story-telling, use of A-V materials, etc. She will be assisted by members of the State Library staff having special qualifications in each area.

Goal:

IIIE. To develop collections adequate to meet the needs of patients and residents.

1. To provide incentive grants for improvement of collections to institutions meeting minimum requirements.

Summary, 1975-1976: The Book Collection Improvement Project was extended to fourteen institutions having established libraries in charge of trained professional or pre-professional librarians. The grant to the Department of Corrections included seven units now considered to be branches of the department. Grants were made according to a formula based on population served. In spite of State budget cuts, local book budgets were maintained and in some instances increased over the level of the previous year. The approved selection tools were expanded to meet the needs of the institutions serving the mentally retarded. Greater effort was made to tailor selections to residents' needs and reading levels. Upon request institutions were permitted to use a portion of the grants for audio-visual materials. Emphasis was placed on improving the quality of existing book collections, and the Consultant instructed and assisted librarians in extensive weeding.

Implementation:

1976-1981: The Book Collection Improvement Project for institutional libraries will be continued. Institutions which have established libraries in charge of trained and experienced professional or pre-professional librarians may qualify for financial assistance in the purchase of books, periodicals, audio-visual materials, and certain pieces of equipment which will allow for the improvement of library service to residents. The grants will be made on the basis of the size of the institution and its support of the library. The institutions will be required to select the books from lists and bibliographies especially recommended for institutional service. Books will be selected within the institution, processed and housed either in the main institutional library or in suitable quarters provided in a branch of the institution. As institutions acquire more adequate collections, the objective and guidelines for this project will be reviewed to insure that it is supporting current needs and objectives.

Goal:

IIIE2. To provide service programs, planned to meet specific needs, to institutions too small to maintain a full program of library service.

Summary, 1975-1976: On-going programs, involving deposit collections and contract services, continued at the drug and addiction centers operated by the Department of Vocational Rehabilitation, at Morris Village of the Department of Mental Health, and at the South Carolina Crippled Children's Convalescent Center operated by the Health Department. At the latter institution, the Florence children's librarian visits the home on a regular schedule, conducts storyhours, shows filmstrips, or plays recordings, and circulates books. In this case, the project is supervised by the librarian of the Florence County Library and by the Consultant for Institutional Libraries. A larger grant made possible more frequent visits in 1975-76.

Implementation:

1976-1981: The on-going Library Services for Exceptional Children Project will continue. It makes possible experimental programs conducted to determine the best means of handling library service to small State institutions serving exceptional children. A successful project now in operation provides library service to the South Carolina Home for Crippled Children (36 residents) under a three-way contract between the Home, the Florence County Library, and the State Library.

The Earle Morris Village, formerly the Addictions Center, is a totally new complex for the treatment of drug and alcohol addicts. Provision has been made by the institution for a small library for residents, with paperback collections on deposit in the 12 residential cottages. A person with counseling training has been hired to organize and maintain the library, who with the assistance of the Consultant has cataloged the small hard-cover collection, selected furnishings and equipment and acquired library tools and other materials. A bibliotherapy project, designed by the chief of the institution, will require a continuous search by the consultant for appropriate materials.

Goal:

IIIF. To provide reference services and supplementary resources for professional personnel in health and rehabilitation institutions.

Summary, 1975-1976: The Consultant for Institutional Libraries promoted the reference and interlibrary loan service by informing librarians and administrators of resources available. Several librarians were further acquainted with services and materials by means of guided tours of the State Library. As a result several institutions have increased their use of interlibrary loans.

Implementation:

1976-1981: All of the reference and interlibrary loan resources of the State Library will continue to be available to institutional personnel. The Reference Staff will publicize and promote the services. They will also compile and distribute bibliographies and reading lists of materials in the State Library collection which will be of value to institutional personnel.

Goal:

IIIG. To test and develop programs of bibliotherapy and service for emotionally and educationally handicapped individuals.

Summary, 1975-1976: Collections of paperback books of high reading interest especially selected to meet needs of residents continue to be placed in rehabilitation centers, addictions centers, and certain correctional units. The Consultant worked with counselors in promoting use and selecting titles for therapeutic as well as recreational purposes. As a result of requests from staff and patients, collections were enlarged by new acquisitions as well as periodically renewed. Collections in the drug and addiction centers were weeded to make them more consonant with patient needs and interests.

Implementation:

1976-1977: The project for Adults with Special Problems will be continued on the present basis, serving the alcoholic rehabilitation centers and drug addiction centers.

Goal:

IV. To provide special programs of library service for visually and physically handicapped residents.

A. To encourage greater use of services for the handicapped by a continuing program of publicity, promotion and education.

Summary, 1975-1976: To inform potential users of the services for the blind and physically handicapped, new publicity materials, including posters and application forms, were distributed. Brochures were distributed through local libraries, doctor's offices, and local outlets of the Commission for the Blind. Radio and newspaper publicity promoted use of the new facility. The services were featured on a program broadcast by SC-ETV. Local librarians cooperated in publicizing the change in service and in informing their communities of the availability of services to the handicapped. In-WATS telephone service and a quarterly newsletter greatly improved communications with present and potential users.

Implementation:

1976-1981: The S. C. Library for the Blind and Physically Handicapped will continue an intensive public relations effort aimed at informing potential users of the service available and promoting the service to present readers. Through the Library Interpretation Project (see Goal VC) new materials and techniques will be developed for a stepped-up campaign of publicity and promotion which will utilize various news media with the emphasis on radio. An ETV program is scheduled for October. In addition staff members will disseminate information about library services for the handicapped by first informing public and institutional librarians and the

personnel of agencies and organizations serving the handicapped and then using the facilities of such agencies and organizations to identify and reach potential library users. An exhibit based on the Library of Congress exhibit will be featured at the South Carolina Library Association meeting. The LC slide show will be adapted for use in South Carolina.

Goal:

IVB. To provide a full range of reading materials -- talking books, open reel tape, cassettes, large print, and braille — for handicapped readers in South Carolina.

Summary, 1975-1976: The year's operations for the South Carolina State Library for the Blind and Physically Handicapped was highly successful. The library provided talking books on disc, open-reel tape and cassette for South Carolina readers. Registration has almost doubled and circulation increased at a gratifying pace. The response of users was both favorable and enthusiastic. The large-type collection for the partially sighted was enlarged (Goal IVC2), and a catalog supplement for this collection was issued. Braille readers continued to receive service from North Carolina through contract.

The tape duplicating equipment acquired in FY 75 provided the capability for producing extra copies as needed and drastically reduced down-time for damaged tapes formerly sent to LC for repairs. The library began recording South Carolina materials, and five titles had been completed by year's end. A sizeable number of magazines recorded by other libraries was added. A large collection of religious and other materials acquired from other regional libraries made possible better service.

Although the State denied the request for additional funds for personnel, LSCA money made possible the addition of one pre-professional.

Implementation:

1976-1977: The Director, Library Services for the Handicapped will continue to supervise the provision and development of library service to blind and handicapped South Carolinians. The South Carolina Library for the Blind and Physically Handicapped will offer a full range of services except for braille materials which will continue to be supplied from North Carolina. Efforts will concentrate on reaching handicapped persons who are potential users. Commercially produced tapes will be purchased to round out the collection.

1976-1977 and thereafter: Succeeding years will be devoted to consolidating and expanding the program. The collection of materials will be strengthened and enlarged. Promotion and publicity will be continued in order to inform all eligible persons of services available with the expectation of substantially raising the percentage of persons served.

Library of Congress plans to produce all new titles on cassette and double the numbers of titles by 1981 will provide a better selection of materials while creating housing problems.

Goal:

IVC. To make library service accessible to handicapped individuals at the local level wherever possible.

1. To develop browsing collections of talking books, tapes, and cassettes, in major metropolitan libraries.

Summary, 1975-1976: Five browsing collections were available during the year in public libraries located in the major population centers. Although use of these collections is limited to a relatively small group, the service is very valuable to those interested in being able to examine materials personally. Circulation did increase during the year, mainly as a result of publicity and local outreach efforts. This is one means of permitting handicapped readers to continue their association with local library services.

Goal:

IVC2. To provide collections of large-type books for visually handicapped readers.

Summary, 1975-1976: The State Library continued to build a collection of large-type books available on interlibrary loan to visually handicapped patrons of the South Carolina Library for the Blind and Physically Handicapped. Selection of books was done by a member of the Field Services Staff who also developed the first supplement to the annotated catalog of the large-type collection. All patrons using large-type materials were transferred from North Carolina service to the S. C. Library during the year.

Implementation:

1975-1976: The collection of books will be maintained and strengthened by new titles. Supplements to the catalog of the large-type books will be prepared and distributed to eligible individuals. Suitable publicity will be disseminated to make this new service known to potential readers.

Goal:

IVC3. To encourage participation by handicapped readers in established library programs.

Summary, 1975-1976: The Director, Library Services for the Handicapped worked with the Field Services Staff in enlisting public librarians to work with the blind and physically handicapped. The S. C. Library BPH now informs the public library each time a new reader is registered in the county. A local staff member calls or visits the patron to

demonstrate the Talking Book machine, explain services, and invite participation in local programs. These contacts have proven very beneficial. Each headquarters library now has a TB machine and demonstration collection of TB cassettes and records in order to demonstrate their use to potential patrons. The Library of Congress slide presentation is available for use with local groups.

Implementation:

1976-1977ff: The Director, Library Services for the Handicapped and the Field Staff will continue to explore means by which handicapped persons may be included in local library activities. The cooperation of local library staff will be sought and special emphasis will be placed on making them aware of handicapped users as a part of the library audience. Libraries will be encouraged to develop special services for the handicapped.

Goal:

IVD. To coordinate library services for the handicapped with programs of the Library of Congress, the S. C. Commission for the Blind, the Vocational Rehabilitation Department, the State Department of Education and other agencies and organizations serving the handicapped.

Summary, 1975-1976: The Director, Library Services for the Handicapped served on the Governor's Committee on Employment of the Handicapped. He and the State Librarian conferred regularly with representatives of the South Carolina Commission for the Blind. The State Library and the Commission for the Blind have an agreement, designed to avoid duplication of services, which specifies the responsibility of each agency in meeting the needs of handicapped citizens. Both signed agreements on machine matters with the Library of Congress enabling each to issue machines to anyone eligible whether blind or handicapped.

The Director, LBPH and his assistant attended the National Conference of Librarians for the Blind and Physically Handicapped. Three representatives of LC/DBPH - the Head of the Network Services Division, the Equipment Control Officer, and the Head of Volunteer Utilization - made separate visits to the S. C. Library BPH to confer, observe, and assist. The latter joined the Director in a meeting with the Telephone Pioneers.

Implementation:

1976-1977ff: The Director, Library Services for the Handicapped will act as liaison between the State Library and all other groups serving the handicapped, establishing direct communications with key personnel by means of regular conferences and meetings. The aim is to coordinate programs, eliminate unnecessary duplication, and provide mutual assistance in implementing programs.

Goal:

V. To facilitate optimum utilization of South Carolina's total library resources by means of cooperation and reciprocal activities among libraries of all types and at all levels.

A. To provide a rapid communications system among libraries to facilitate location of media information and resources.

Summary, 1974-1975: The Communication Network now encompasses three elements, implemented by means of TWX, In-WATS, and SOLINET. The original project, based on the TWX system, was designed to coordinate the resources of the major state colleges and universities, public libraries, and the State Library. The project strengthens reference and interlibrary loan service. The network makes possible a system of referrals in which the South Carolina State Library serves as a switching center for public and special libraries and the University of South Carolina for colleges and universities. TWX installations in the State Library, USC, and the three Area Reference Resource Centers in Charleston, Greenville, and Florence utilize the WATS line maintained by the State for the use of State agencies and institutions.

Since 1974 the TWX system has been supplemented by In-WATS telephone service connecting local public and institutional libraries with the State Library. The purpose of this phase of the project is to facilitate interlibrary loan service, speeding up communication between other libraries and the State Library. The program operates smoothly, resulting in more rapid service and producing a noticeable increase in the volume of interlibrary loan requests. The service is appreciated by librarians and patrons and has resulted in very favorable reactions from the media and the public.

The third element of the Communications Network became operational in 1975-76 after the State Library joined the Southeastern Library Network. Although SOLINET is used for cataloging purposes, one of its greatest benefits is in locating materials for interlibrary loan not owned by State Library or USC. SOLINET provides access to the holdings of the major academic libraries in South Carolina, to 120 libraries of the Southeast, and - through OCLC - to more than 600 other libraries throughout the nation. This has greatly facilitated finding materials needed for South Carolina library users.

Implementation:

1975-1976ff: The Communication Network will be continued indefinitely on the existing basis.

Goal:

VB. To establish and maintain a system of Area Reference Resource Centers which will provide an improved level of reference service for all residents.

Summary, 1975-1976: The Greenville Area Reference Resource Center continued operations while the objectives and direction of the ARRC were reassessed. During the first two years, emphasis had been upon promoting and improving service to business and government. During 1975-76 it was determined that efforts should be directed toward improving the level of general reference service in the region. The Regional Reference Librarian began regular field work, assisting area libraries with in-service training for staff and collection development. These services were very productive.

Some confusion about which reference/interlibrary loan requests should be channeled to State Library and which to ARRC led to a six month trial in which all came to State Library. Librarians having expressed satisfaction with the results, it was determined that only ready reference and specialized (i.e. business) questions should go directly to ARRC. Greenville then developed guidelines for reference services it will provide the area.

An intensive public relations program, designed to make the library known as "The Information Place," involved brochures, radio and TV spots, billboards, and bookbags. The campaign won a John Cotton Dana award.

Late in the year, the State Library revised plans and budget to offer Florence County Library a grant to begin development of an ARRC in the Peedee area in 1976-77. Florence has agreed and has begun the search for a Regional Reference Librarian.

Implementation:

1976-1977: The Greenville ARRC will continue operations. The Florence ARRC is expected to begin. The State Library will provide grants-in-aid for personnel, travel, publicity, and communications. Materials will be provided through the Metropolitan Libraries -- ARRC Project (see Goal IIE1). The Regional Reference Librarians will serve as field consultant to area libraries, advising and assisting in strengthening local reference collections and training staff members in the tools and techniques of reference service.

1977-1978: The State Library will evaluate the ARRC program in relation to the status of LSCA, State Aid, and local funds, and determine the future plan of development.

Goal:

VB1. To develop and promote special reference services for business, industry, and government.

Summary, 1975-1976: The six libraries participating in the Metropolitan Libraries -- ARRC Project were encouraged to strengthen their business and government resources in order to improve service to these target groups. The acquisition of some major resources, such as the ANSI and ASTM standards purchased by the Greenville ARRC, strengthened

the services of all South Carolina libraries. The Greenville County Library and the Florence County Library publish and distribute regular newsletters calling attention of businessmen and government officials to resources, services, and library related programs.

Implementation:

1976-1977: The State Library will strengthen its business resources and utilize WATS and TWX to provide better back up service for local libraries serving business, industry, and government. The Charleston County Library plans to use Library Development funds to improve business resources and services.

Goal:

VC. To interpret library service to the government and the public and to promote a climate of public opinion favorable to library development.

Summary, 1975-1976: The Library Interpretation Project was continued with the aim of building up the use of the library by individuals and groups in the community by increasing public understanding of the library program and the services provided. The program is conducted by a firm of public relations specialists under the supervision of the State Library. Releases for statewide distribution were prepared on all major programs and special projects. The project provided important support for the South Carolina Library for the Blind and Physically Handicapped, the American Revolution Bicentennial, the Communication Network, the Film Program, and all LSCA projects.

Implementation:

1976-1981: The Library Interpretation Project will be continued on essentially the same basis, developing publicity to support current projects and utilizing all news media as needed. During 1976-77 the program will concentrate upon promotion of the South Carolina Library for the Blind and Physically Handicapped, the American Revolution Bicentennial, the Film Service, outreach programs, workshops, and the State Aid campaign.

Goal:

VC1. To provide accurate and current information on library development within the state to all public, college, university, and special libraries in the state.

Summary, 1975-1976: The Intercommunications Project provided a monthly newsletter to all public, college, university and special libraries in the state. Communication among the various types of libraries is essential because the goal of interlibrary cooperation can only be accomplished through the full understanding of the program by the participants. The newsletter permits an exchange of ideas among librarians of various types of libraries and keeps them informed of developments in the state, region, and nation which affect their programs with special emphasis on the need for cooperation and for sharing of resources.

Implementation:

1976-1981: The successful Intercommunications Project will be continued on the existing basis.

Goal:

VD. To provide bibliographic access to major library collections in the state by exchange of microfilm catalogs between the State Library and the State universities and the provision of the State Library microfilm catalog to public and institutional libraries.

Summary, 1975-1976: The Microfilm Catalog and Shelf List Project was continued. Originally it involved the exchange of microfilm catalogs between the State Library, the University of South Carolina, and Clemson, and the deposit of the State Library's microfilm catalog in the three ARRC's. Beginning with the second edition of the State Library's microfilm catalog produced in 1975, the catalog has been placed in each public library headquarters and in certain institutional libraries. This improves access to the State Library collection by making known retrospective holdings. The first supplement to the second edition of the catalog was distributed in 1976.

The objective of the project is to improve reference service and interlibrary loan service for all library users in the state and to coordinate the use of the resources of major libraries within the state.

1976-1981: The State Library's microfilm catalog will be kept up-to-date by means of annual supplements with new editions planned every five years.

Goal:

VE. To develop a regional federal documents depository for the State of South Carolina, jointly operated by the State Library and the University of South Carolina, and accessible to all libraries within the state.

Summary, 1975-1976: Realization of this goal awaited the completion of the new library at the University of South Carolina, since the University's library administration was not willing to consider such a program until after completion of construction.

In the meantime, the State Library has been designated a partial federal documents depository and is developing a collection of documents considered essential for service to State government and public libraries.

Implementation:

1976-1977: The State Library and the University of South Carolina will study the feasibility of a regional federal depository, investigating methods of administration, staffing, housing, and costs. If both parties agree to proceed with the program, contracts will be prepared and funding sought during the 1977 session of the General Assembly.

The purpose of the project will be to make the full range of Federal documents available to all South Carolina libraries by means of rapid copying and loan service with a minimum duplication of operations and expense.

1977-1978 or thereafter: When necessary funds are obtained, a qualified documents staff will be employed to implement the program.

Goal:

VF. To make the results of current research available for application to local and State problems by computerized access to the Educational Resources Information Center (ERIC).

Summary, 1975-1976: The ERIC Project was continued, and use by all types of libraries grew steadily. ERIC provides a research facility which makes the results of authoritative research available to school, library, and community. The State Library houses and services the complete ERIC collection on microfiche and copies and supplies microfiche to libraries and patrons throughout the state. New equipment for production of paper copy was acquired during the year. The ERIC resources were featured in a workshop for all types of librarians conducted by State Library staff. The Reference Staff also participated in workshops of the Education Products Center, State Department of Education, for technical and academic librarians.

Implementation:

1976-1977ff: The ERIC program will continue indefinitely on essentially the same basis.

Goal:

VG. To develop a statewide interlibrary loan code.

Summary, 1975-1976: The new State code approved by the South Carolina Library Association in October 1974, was implemented throughout the state. The State Library follows its regulations for its own interlibrary loan service within the state and assists public and institutional libraries in its implementation.

Goal:

VH. To encourage cooperative programs of service among all types of libraries within the local community and at the State level.

Summary, 1975-1976: Support of the Southeastern States Cooperative Library Survey continued. The State Librarian served as Chairman of the SELA Advisory Committee. Other cooperative activities centered around the meetings held in conjunction with the Metropolitan Libraries Project, the Advisory Council meetings of the ARRC's, and

the implementation of the interlibrary loan code. A staff member served as consultant to the Advisory Committee for the Central Midlands Regional Planning Council's Public Library Facilities Plan.

To encourage cooperation the State Library offered grants under the Title III, Training for Interlibrary Cooperation Project. Two grants were awarded, one to the Charleston Consortium for a study of cooperative activities of other consortia and one to the Spartanburg County Library for a state - public - college librarian team to attend a conference on Resource Sharing in Libraries.

Implementation:

1976-1981: The State Library will maintain communications and ensure a mutual exchange of information with the Department of Education through regular contacts with the Library Consultant for Secondary Education (who is a member of the LSCA Advisory Council) and the Library Consultant for Elementary Education. The TEC representative on the LSCA Advisory Council will serve as liaison between the State Library and the Technical Education Centers. The Field Services Staff will work with local librarians in exploring means of mutual cooperation within counties and regions.

Goal:

VH2. To encourage further development of existing cooperative programs for and with academic libraries.

Summary, 1974-1975: As past-president of the South Carolina Library Association, the State Librarian met regularly with college and other section representatives on the SCLA Executive Board for planning and consultation. As a result of experience with the public library construction program, the State Library was consulted by several college librarians on building problems involving planning and equipping new or renovated buildings.

The State Library, having been designated by the Library of Congress, serves as the Union Location Center for South Carolina. Academic libraries not having the National Union Catalog Series obtain locations in the Southeast from the State Library.

A workshop was held by the Reference Staff to explain services of the State Library available to college and university libraries.

Implementation:

1976-1977ff: The State Library will work through the College Section of the South Carolina Library Association to maintain contacts with

academic libraries, to exchange information, and to explore new opportunities for cooperation. Periodic conferences will be held with the Executive Committee of the Section, and a State Library representative will attend open meetings of the Section. In addition to promoting cooperation generally, specific aims of these contacts will be to extend the interlibrary loan network to all institutions of higher learning and to ensure coordination of Higher Education Act library programs and LSCA programs wherever feasible.

Goal:

VH3. To develop access to the resources of the special and privately supported libraries of the state.

a. To cooperate with the SCLA Special Library Section in identifying special libraries and their resources and in collecting and publishing statistics.

b. To develop mutual lending agreements.

Summary, 1975-1976: In cooperation with the SCLA Special Library Section, a definition of a special library and its essential characteristics were determined. With the assistance of public librarians, a preliminary list of South Carolina special libraries was prepared. The State Library developed and distributed an annual statistical report form. Data is being compiled and edited for publication.

Implementation:

1976-1977ff: Hereafter, the State Library will collect and publish special library statistics as part of its annual report.

The State Library will continue to work closely with the Special Library Section with the object of tying special libraries into the interlibrary loan network and of exploring new avenues of cooperation. As rapidly as possible, mutual lending agreements will be negotiated with individual libraries following the pattern of those already in effect.

APPENDIX A

The Basic State Plan for Library Programs

COVER SHEET

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION

AMENDMENT TO BASIC STATE PLAN FOR LIBRARY PROGRAMS UNDER LIBRARY SERVICES AND CONSTRUCTION ACT, AS AMENDED

Submitted by the State of South Carolina in accordance with the provisions of the Library Services and Construction Act, as amended, and the Regulations promulgated thereunder.

Submitted by South Carolina State Library
(Name of State Agency)

on October 1, 1976.
(Date)

By Estellene P. Walker
(Authorized Official)

Librarian
(Title)

To be completed by the Office of Education:

Date on which plan or amendment is effective: _____

Approval recommended _____ _____
Regional Commissioner Date

Concurred _____ _____
Acting Director, OLLR Date

Concurred _____ _____
Deputy Commissioner for School Systems Date

Approved _____ _____
U.S. Commissioner of Education Date

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION

BASIC STATE PLAN AMENDMENT
(State-Federal Agreement)

LIBRARY SERVICES AND CONSTRUCTION ACT, AS AMENDED BY P.L. 91-600

The South Carolina State Library
(Officially Designated State Library Administrative Agency)
of the State of South Carolina, hereby agrees and assures that the Basic State Plan which serves as an agreement between State and Federal Governments under the Library Services and Construction Act, as amended, for which Federal funds are being requested for the fiscal year ending Sept. 30, 1977, continues to be in effect as signed by the U.S. Commissioner of Education on August 13, 1971, except as otherwise indicated in documents listed below, copies of which are attached:

- [x] Maintenance of Effort Statement
- [x] Advisory Council
- [ ] Criteria:*
  - [ ] For determining adequacy of public library services
  - [ ] To Assure program priority to areas with low-income families
  - [ ] To assure program priority to areas with persons with limited English-speaking ability
- [ ] Other (identify)

South Carolina State Library
State Library Administrative Agency

P. O. Box 11469, Columbia, S.C. 29211
Address

Estellene P. Walker
Signature of Authorized State Agency Official

Librarian
Title

*P.L. 91-600, Section 6(b)(4), as amended by P.L. 93-380, 8/21/74

STATE South Carolina
FY 1977

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION

MAINTENANCE OF EFFORT CERTIFICATION

LIBRARY SERVICES AND CONSTRUCTION ACT, AS AMENDED BY P.L. 91-600

The South Carolina State Library:
(Officially Designated State Library Administrative Agency)

I. assures that it has available for expenditure under Title I of the Act in this fiscal year (FY 1977).

A. From State and local sources:

1. Sums sufficient to earn its basic minimum allotment.

2. Not less than the total amount actually expended, in areas covered by the programs for such year, for the purposes of such programs from such sources in the second preceding fiscal year (FY 75).

B. From State sources:

1. Not less than the total State amount actually expended for such purposes from such sources in the second preceding fiscal year (FY 1975).

II. assures that it will expend in this fiscal year (FY 1977) from Federal, State, and local sources, an amount not less than the amount expended by the State from such sources for State institutional library services, and library services and to the physically handicapped during the fiscal year ending June 30, 1971.

Estellene P. Walker
Signature of Authorized State Library
Administrative Agency Official

STATE ADVISORY COUNCIL ON LIBRARIES

1. Public libraries:
   Mrs. Catherine Lewis, Librarian
   Horry County Memorial Library
   1008 Fifth Avenue
   Conway, South Carolina 29526

2. School libraries:
   Mrs. Margaret Ehrhardt
   Library Consultant
   State Department of Education
   810 Rutledge Building
   Columbia, South Carolina 29201

3. Academic libraries:
   Mr. Kenneth Toombs, Director
   University of South Carolina Libraries
   University of South Carolina
   Columbia, South Carolina 29208

   Dr. Robert C. Tucker, Librarian
   Furman University
   Greenville, South Carolina 29613

4. Special libraries:
   Miss Desmond Koster
   Medical University of South Carolina
   80 Barre Street
   Charleston, South Carolina 29401

5. Institutional libraries:
   Mrs. Sarah S. Harris, Librarian
   Horger Library
   South Carolina State Hospital
   P.O. Drawer 119
   Columbia, South Carolina 29202

6. Libraries for the handicapped:
   Mr. Vinton Smith, Jr.
   Director of Education
   Whitten Village
   Box 239
   Clinton, South Carolina 29325

7. Technical Education Centers:
   Mr. Martin R. Pautz
   Director of Learning Resources
   Greenville Technical Education Center
   Box 5539
   Greenville, South Carolina 29606

8. Library patrons:

Mr. Paul L. Ross (OEO)
Assistant Director
Plans & Coordination
S. C. Department of Social Services
North Towers Complex
1535 Confederate Avenue Extension
Columbia, South Carolina 29201

Mr. John Hills, Director (State Agency)
American Revolution Bicentennial Commission
Box 113
Edgar A. Brown Office Building
Columbia, South Carolina 29201

Dr. Carlanna Hendrick (Teacher)
514 Iris Drive
Florence, South Carolina 29501

Mr. John W. Califf, Jr. (Architect)
1442 Idalia Drive
Columbia, South Carolina 29206

Mrs. G. C. Bissell (Lawyer)
3103 Keenan Drive
Columbia, South Carolina 29201

Mr. H. Carlisle Bean (Library Trustee)
P. O. Box 81
Spartanburg, South Carolina 29301

Miss Arlene Bowers (Governor's Staff)
Division of Health and Social Development
INA Building, 3rd Floor
1800 St. Julian Place
Columbia, South Carolina 29204

The Honorable Hyman Rubin (State Senator)
P. O. Box 5506
Columbia, South Carolina 29250